



EWING TOWNSHIP CODE ENFORCEMENT OFFICE

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Homeowner Guidance When Doing Work to Your Home

Ewing Township – Code Enforcement & Construction Office

Permit Requirements

Permits are required for most construction-related work, **whether or not you hire a contractor**. If you are unsure whether your project requires a permit, please call our office for confirmation.

Verifying Contractor Credentials

Always ask to see your contractor's license or registration.

Required New Jersey License/Registration Types

- **Home Improvement Contractor:** 13VH number
- **Electrical Contractor:** 34EB number
- **Plumbing Contractor:** 36BI number
- **HVAC Contractor:** 19HC number

These numbers must appear on the contractor's vehicles and all business letterheads.

Verify a license online: <https://newjersey.mylicense.com/verification/>

Before Hiring a Contractor

- Obtain **more than one estimate** for the work.
- Ensure the contract includes a **start date** and **end date**.
- The contract must include **exactly what materials** are to be used.
- Request a **Certificate of Insurance** from the contractor.

Permit Applications

If your project requires a permit:

- **Your contractor must submit all permit applications.**
- **Homeowners are not required to sign permit forms.**
- Contractors may not ask homeowners to sign documents indicating they are performing the work unless the homeowner is actually doing the work.

More information: <https://ewingnj.org/departments/construction>

Inspections

- Call the office to schedule all required inspections.
- Any work that will be concealed must receive a **rough inspection** before being covered.

Final Payment

Final payment is **not due** until all final inspections have been completed and approved, as required by **NJAC 13:45A-16.2(a)10ii** (New Jersey Consumer Affairs).

Documentation

- Keep signed contracts and receipts from your contractor.
- File complaints regarding contractor performance with NJ Consumer Affairs:
<https://www.njconsumeraffairs.gov/Pages/Consumer-Complaints.aspx>

Need Assistance?

Contact the **Ewing Township Code Enforcement Office** with any questions or to confirm whether your contractor has obtained the required permits.

Ewing Code Enforcement Webpage:

<https://ewingnj.org/departments/construction>